

# THAMES VALLEY DISTRICT SCHOOL BOARD PLANNING AND PRIORITIES ADVISORY COMMITTEE

April 9, 2019, 6:00 p.m.

## Attendance:

**Members:** Trustees C. Antone, J. Bennett, P. Cuddy, S. Hunt, A. Morell, L. Pizzolato, S. Polhill, C. Rahman, M. Ruddock, J. Skinner (Chair), B. Smith, B. Yeoman, Student Trustees N. Bajaj, S. Chun, I. Frick

Regrets: Trustee B. McKinnon

**Administration:** L. Elliott (Director), R. Culhane (Associate Director), S. Mark (Superintendent), C. Lynd (Superintendent), S. Macey (Manager, Finance), D. Munroe (Supervisor, Finance), C. Kent (Planner, - 7:16), B. Williams (Supervisor)

## 1. Approval of the Agenda

The agenda was approved on motion.

## 2. Conflicts of Interest - None declared.

## 3. Minutes of the Previous Meeting

The minutes of the 2019 January 15 meeting were provided for information.

### a. Business Arising from the Previous Meeting – None.

## 4. 2018-19 Facility Utilization Rate Review Report - Elementary and Secondary Panels

Superintendent S. Mark welcomed and introduced Planner C. Kent.

S. Mark and C. Kent presented the annual 2018-2019 Facility Utilization Rate Review report. It was noted the report previously was called the Capacity vs. Enrollment report. The report outlined the utilization rates of schools based on the 2018-2019 on-the-ground capacity of schools versus the 2018 October 31 full time equivalent count. It was noted the report will need to be revised once the Ministry revises the new class size ratios in the system. The impacts on the utilization rates in the 2018-2019 year were highlighted noting migration has been one of the most influential factors.

Questions of clarification regarding the meaning of the Average Daily Enrollment (ADE), on-the-ground (OTG) capacity, activities to manage enrollment pressures such as lotteries, and programming were addressed by Administration.

Discussion considered priorities for reviewing attendance areas for addressing capacity/under capacity issues. It was noted Eagle Heights is the priority for an attendance area review. L. Elliott further advised the goal is to complete an accommodation review of all secondary schools in the District. This is on hold pending the direction from the Ministry regarding accommodation reviews. A report on the Elementary priority areas will come forward to Planning and Priorities Advisory Committee in June. L. Elliott further advised on the five year window before an area is reviewed again. It was noted one attendance area review can be completed each year.

In response to a question regarding communication to school communities regarding potential impacts on programming as a result of new Ministry class size ratios, L. Elliott advised staffing allocations are going out to secondary principals this week. Once the GSNs are received and the

full impacts are known, there will be communication. The importance of providing accurate information was noted. L. Elliott assured Trustees there will be ongoing communication as information becomes available.

In response to a question, S. Mark advised there has not been direction from the Ministry regarding business cases already submitted and the need to resubmit based on the new class size ratios/revised OTGs.

In regards to the utilization of portables, S. Mark advised there is one manufacturer in the province supplying portables resulting in limits on the portables available. Operating costs associated with the installation of portables was described.

The impact of empty pupil places on the board as it pertains to costs and submission of business cases was explained.

**5. Budget**

Projected enrollment figures for elementary and secondary in 2019-2020 were presented and compared to the enrollment figures used for the 2018-2019 approved budget. S. Macey advised how enrollment figures are used to calculate staffing allocations and to build the budget.

Questions of clarification regarding the enrollment figures were addressed by Administration. It was confirmed secondary enrollment is decreasing. In response to a question regarding yields, L. Elliott advised the yield is approximately 75% of students noting it varies from school to school.

In response to a question regarding international students, L. Elliott advised of those settling in the District, most settle in London and attend schools offering ESL programming. The expanded availability of ESL programming in secondary was highlighted.

S. Mark noted there is a new trend of seeing higher yields from higher density housing. This is considered when projecting enrollment.

S. Macey demonstrated the budget information available through the TVDSB website.

**6. Volunteer Recognition**

Director L. Elliott shared information on the activities underway to recognize the many volunteers who contribute their time to Thames Valley in celebration of National Volunteer Week, April 7-12. Trustees were provided a copy of the thank you notes and pins provided to volunteers across the system.

**7. Other Business - None**

**8. Questions and Comments by Members - None**

**9. Future Agenda Items - No discussion.**

**10. Date and Time of Next Meeting – 2019 May 14, 6 p.m.**

**11. Adjournment**

On motion the meeting adjourned at 7:42 p.m.

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Jake Skinner  
Committee Chair